

City of Collinsville

Minutes

Park and Recreation Advisory Commission

Tuesday, March 3, 2026

6:00 pm

Activity Center

A. CALL MEETING TO ORDER

Director Caughran called the meeting to order at 6:01 pm.

B. ROLL CALL

Present: Arguelles, Bronnbauer, Cook, Gottschalk, and Swinnen

Absent:

Also present: Director of Parks and Recreation Kimberly Caughran, Superintendent of Parks and Open Spaces Jared Chestnut, and Scott Rayho.

C. SPEAKERS FROM THE FLOOR

D. DISCUSSION

E. APPROVAL OF MINUTES

- a. A motion was made by Swinnen, seconded by Arguelles to approve the minutes of the January 6, 2026, meeting. The motion carried by the following vote:

Aye: 5

Nay: 0

Absent:0

Abstain: 0

F. NEW BUSINESS

- a. Election of a New Chairperson

A motion was made by Gottschalk, seconded by Cook to nominate Bronnbauer as the Chairperson of the Park and Recreation Advisory Commission. The motion carried by the following vote:

Aye: 5

Nay: 0

Absent:0

Abstain: 0

A motion was made by Cook, seconded by Bronnbauer to nominate Gottschalk as the Vice Chairperson for the Park and Recreation Advisory Commission. The motion carried by the following vote:

Aye: 5

Nay: 0

Absent:0

Abstain: 0

b. 2026 CIP Projects

Caughran was all too excited to share that the basketball court project is moving forward in Woodland Park. She gave kudos the Chestnut for leading the project. Caughran talked through the rest of the projects in the CIP including the volute for the Monsoon Mountain bucket, the parks maintenance shop, Glidden Park shelter replacement, winterization of the restrooms, Window replacement at Willoughby Farm, livestock fencing, a truck, finishing the all abilities playground in Glidden, the Morris Hills project, Lazy River repairs, Aerated Compost System, concession equipment and the purchase of a tractor with implements.

c. Upcoming Programs

Caughran ran through the upcoming programs including: CBSL, ShamROCK the Park, Totally Tot Playtime, Gardening for Beginners and Itty Bitty Ball. Swinnen asked about the status of batting cages at the Sports Complex. Chestnut responded that new batting cages will be installed this spring. Gottschalk asked about CBSL registration numbers.

She next discussed the bigger “events” coming up including: an Easter program in coordination with the JBF sale on April 3, WEEDing Day, The Great Race and Catsup Bottle Festival.

G. OLD BUSINESS

H. STAFF REPORT

Chestnut reported on the rain difficulties and the commencement of the Kahok baseball and softball season. He touched on the restroom project in Woodland Park. He is seeking estimates on the heating and insulation as well as mechanized locks. He elaborated on the basketball court construction indicating that the contractor wants to get started soon. He promoted the honeysuckle sweep on March 28. He finished his report with the fountain replacements he has been working on for Woodland Park.

Caughran covered Siebert’s report in her absence. She reiterated the upcoming programs. She reported that CBSL sponsorships are still needed. She showed off the graphics for WEEDing Day and ShamROCK the Park.

Caughran covered Fowler's report as well. She covered the receipt of a new shuttle; stated ridership remains steady, and the grant is currently under an audit. She continued with the Aqua Park hiring and training: lifeguard training is scheduled for the weekend with staff onboardings beginning in April. Season pass prices will increase to their full amount on April 1, 2026. Program registrations are open. Events and giveaway sponsors are being sought, and the calendar of activities is posted on the website.

Caughran reported in Frerker's absence as well. Field trips will begin in April with some rentals already happening in March. The farm has hired a new Farm Maintenance Tech that will begin in two weeks. She reported on a grant from the Illinois Farm Bureau for biochar. She covered the upcoming programs including Barnyard Buddies, Animal Adventures Summer Camp and Compost-a-Palooza.

Caughran reported on the evaluation of the new software for the department. She talked about the CDBG and PEP Grants and their completion. She thanked the City on behalf of the Commission for supporting continuing education in the form of the IPRA conference held annually in Chicago in January.

I. COMMENTS FROM COMMISSION MEMBERS

Swinnen commented on wanting a Daddy Daughter Dance and the want for one next year. Bronnbauer asked about a St. Patrick's Day 5K.

J. ITEMS FOR NEXT AGENDA

K. ADJOURNMENT: A motion was made by Cook, seconded by Bronnbauer to adjourn the meeting at 6:43 pm. The motion carried by the following vote:

Aye: 5

Nay: 0

Absent: 0

Abstain: 0